UNITED STATES MARINE CORPS
Logistics Operations School
Marine Corps Service Support Schools
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MTCC 4415

STUDENT OUTLINE

ADMINISTRATIVE MOVEMENTS

Outline

1. General.

a. An administrative is a movement in which troops and vehicles are arranged to expedite their movement to conserve time and energy when there is no likely hood of enemy contact, except by air. This is also the very distinction between an administrative convoy and a tactical convoy.

b. Administrative movements are characterized by larger, heavier, and standardized vehicle loading. In many cases line haul operations are employed.

2. Commands and Control.

a. **Planning.** Administrative movements are generally planned, executed, and supervised by motor transport personnel. Because the likely hood of enemy contact is not there security elements are not normally included.

3. Traffic Control.

a. Administrative movements are carried out basically the same way tactical movements are when is comes to traffic control. This refers to how the convoy is set up as to the head main body and trail. When individual vehicles move administratively, the area commander's traffic controls are the primary controls. Area controls are supplemented by the requirements established by the motor transport commander and the local motor transport SOP.

b. Military Police or motor transport personnel may be needed to escort vehicles that are oversized or transporting dangerous cargo. This could be required for even a single vehicle.

c. SOP's should be established for the movement of troops, material, and equipment. This SOP should clearly identify responsibilities and movement control authority.

4. Executing Movements.

a. Troop Movement. Motor transport requirements are generated by the need to move troops and their equipment. When a unit does not have enough vehicles to accommodate a movement in a single lift, a shuttle method should be used. If this cannot be done for a particular movement then augmentation of the motor transport unit by other motor transport units may be necessary. Although training and experience in a unit movement are helpful, each movement requires separate planning. Planning and preparation are the same for tactical movements. The unit requesting transportation is responsible to load and control its personnel during the move. Loading will be accomplished in accordance with guidance of the motor transport unit commander and applicable directives.

b. General Cargo Movement. The movement of general cargo includes both break bulk and containerized material. Because break bulk comes in many sizes and shapes planning will be necessary as to how and on what type vehicles are needed. Containerized cargo simplifies loading but still requires advanced planning to ensure the proper vehicles are used.

(1) Container Types. The logistics vehicle system can transport all of the container types except the 40-foot flat rack. All containers can be transported on the 34-ton logistics trailer. Pallet Containers (PALCONSs), quadruple containers (QUADCONSs), and shipping frames are transported on medium tactical trucks.

(2) Required Information. The information required by the motor transport unit to conduct cargo movement's includes-

(a) Type of cargo by category-bulk, palletized, and containerized.

(b) Weight and size or type containers.

(c) Quantity.

(d) Time of pickup.

(e) Place of pickup.

(f) Destination and required delivery time.

(g) Materials handling requirements or arrangements.

(h) Points of contact at pickup and delivery sites.

(i) Special instructions; i.e., dunnage or tie down requirements, dangerous cargo.

(3) POL Movement. The movement of petroleum, oils, and lubricants is an essential transportation requirement of the MAGTF. POL movement includes the movement of prepackaged fuels in 5-gallon cans or 55-gallon drums, 900-gallon fuel modules, or 500-gallon, collapsible drums. Specialized 5,000-gallon refueler vehicle is used to transport bulk fuel to bulk sources to forward storage facilities. They should not be used as mobile gas stations.

(a) Six Containers (SIXCONS). The field logistics system will employ SIXCON fuel modules, as a means to transport fuels on non-dedicated vehicles.

1. Each module has a maximum gross weight of 10,230 pounds and individual modules are transportable on a medium tactical vehicle.

2. Two fuel modules with a pump unit mounted on the 20-foot flatbed container carrier trailer of the LVS.

3. Four fuel modules and a pump unit may be mounted on the LVS container carrier for use over improved roads.

(b) Collapsible drums. Three, Five hundred gallon collapsible drums may be transported for short distances in the bed of a medium tactical vehicle. A tie down kit is required.

(c) Prepackaged Fuels. Prepackaged fuels in 5-gallon cans or 55-gallon drums must be secured or braced while being transported. Load cans and drums in an upright position with the closures of the cans facing towards the front of the vehicle. Do not double stack containers.

(d) Refuelers. Refuelers are a specialized type of equipment and should only be operated by specifically traind operators.

(e) Safety. When transporting fuels, the two principle safety considerations are the control of ignition sources and vapor formation.

(4) Ammunition Movement. The distribution of ammunition is a critical function that places significant demands on the

motor transport resources of the MAGTF. Ammunition requirements, priorities, and distribution are planned by the MAGTF ordinance officer under the staff cognizance of the G-3/S-3 and G-4/S-4.

(a) Ammunition Characteristics. Ammunition is a high density (Heavy) cargo item that is sensitive to rough handling or improper loading. Because of ammunition's high density, operators must guard against overloading their vehicles.

(b) Loading and Handling. Ammunition will be packed and loaded onto pallets or in containers. The operator ensures that the load is within the vehicle's capabilities and that it is properly loaded. Ammunition is not mixed with other cargo during movement and some types of ammunition items cannot be transported together. Qualified ammunition personnel can provide detailed guidance.

(c) Nuclear Ordnance. A number of special provisions apply to the transport and safeguard of nuclear ordinance. When a vehicle is employed for this mission, the vehicle will be given specific instructions and assistance by nuclear ordinance personnel.

(d) Operator qualification. Vehicle operators transporting ammunition meet specific qualifications as stated in TM 11240-15/3c, Motor Vehicle License Examiners Handbook. Local directives may apply also.

(e) Vehicles. When moving ammunition, we need to pay particular attention to operator selection and vehicle assignment.

1. Vehicles should meet the standards established in TM 111240-15/3c.

2. Movement of ammunition to forward areas demands dependable vehicles.

3. Ammunition vehicles are vulnerable to enemy action.

4. Security of the vehicle and cargo is a prime responsibility of the operator. This protection includes vehicle surveillance until the mission is completed.

5. Fire is a continuous threat to vehicles. It can come from the vehicle its self or from an external source. Vehicles, therefore, should be inspected before starting and during halts for potential fire hazards. Fires should be prohibited near vehicles and caution should be used when passing burning vehicles or vegetation along the route.

5. Miscellaneous Vehicle Support.

a. Heavy Equipment Transport and Recovery. The transport of heavy equipment over the road and the recovery of unserviceable vehicles are unique transportation requirements, and require planning to facilitate accomplishment of the mission.

(1) Planning. Planning the transport and recovery of heavy equipment has many factors to be considered.

(a) Capabilities and limitations of the transporter/recovery vehicle.

(b) The need to coordinate and obtain crew/operators and/or loading assistance from the equipment owner.

(c) The environmental and tactical situations.

(d) Routes the transporter will cover and their capabilities; i.e., bridges, tunnels, built-up areas.

(e) Weather and its effects on road conditions, visibility, off-road traffic ability, and scheduling.

(f) Traffic control requirements, special clearances or permits, and time restraints.

(2) Vehicle Operators. Heavy equipment transport and recovery operations are characterized by potential difficulties and hazards that tax the skill of the operator. The operator must ensure that the transported/recovery vehicle is safe for movement, that weapons systems are clear, that ammunition is secured properly, that there is no fuel hazard, and that the electrical systems are off or disconnected.

b. Crash/Fire/Rescue Vehicles. The operation of CFR equipment is not a function of motor transport. They are the responsibility of the MWSS.

c. Aircraft Refuelers. Like CFR is the responsibility of the MWSS.